

**SHOREVIEW PLANNING COMMISSION MEETING
MINUTES
October 23, 2012**

CALL TO ORDER

Chair Solomonson called the meeting of the October 23, 2012 Shoreview Planning Commission meeting to order at 7:00 p.m.

ROLL CALL

The following members were present: Chair Solomonson; Commissioners, Ferrington, McCool, Proud, Schumer, and Thompson.

Commissioner Wenner was absent.

APPROVAL OF AGENDA

MOTION: by Commissioner Schumer, seconded by Commissioner Proud to approve the October 23, 2012 agenda as submitted.

VOTE: **Ayes - 6** **Nays - 0**

APPROVAL OF MINUTES

Commissioner Ferrington noted a correction to the second motion under Approval of the Agenda, the second motion should read the September 25th agenda as amended.

MOTION: by Commissioner Schumer, seconded by Commissioner Thompson to approve the minutes of the September 25, 2012 Planning Commission meeting, as amended.

VOTE: **Ayes - 6** **Nays – 0**

REPORT ON CITY COUNCIL ACTIONS

City Planner Kathleen Nordine reported that the Council has approved the following, as recommended by the Planning Commission:

1. Minor Subdivision; Silverthorn Properties
2. Site and Building Plan Review, TSI, Inc. for Phases 1 and 2
3. PUD Development Stage/Rezoning, Joycelyn allowing the loft to be used as a sleeping area as long as there is not a separate door for the loft, and the garage issue is addressed in the Development Agreement
4. Final PUD for Joycelyn
5. Extension of Preliminary Plat and Development Stage Approval for Lakeview Terrace

6. Conditional Use Permit for Brad and Elena Oren, Imperial Homes, Inc.
7. PUD Development Stage/Rezoning/Preliminary Plat, Clyde and Arlene Rehbein

NEW BUSINESS

PUBLIC HEARING – AMENDMENT TO PLANNED UNIT DEVELOPMENT – DEVELOPMENT STAGE

File No.: 2462-12-25

Applicant: Heather Ridge Townhouse Association

Location: 013023330247 (Heather Ridge Court-Out Lot A)

Presentation by City Planner Kathleen Nordine

This application is a request to amend the PUD for Heather Ridge Townhouse Association in order to develop Outlot A, which has tennis courts and is located in the common area. An amendment is needed because the original approval required tennis courts. The property was originally developed in 1978 with a PUD. In 1982, a Special Use Permit was issued with a condition that the developer provide a tot lot and tennis courts.

The proposal is to remove all but one tennis court in order to create a patio area with two gazebos. A storage area is also proposed to store maintenance equipment. The fence for the one tennis court would remain. A new fence would be put in around the patio area. Staff believes the request to be compatible with adjacent land uses and would have no adverse impact. The tennis courts that were required are seldom used. The new use would continue to be a recreational area consistent with original approvals, and the new use would better serve the changing needs of Heather Ridge Court. Staff is recommending approval with the conditions listed into the staff report.

Property owners within 350 feet were notified of the proposal. Numerous responses were received the majority of which support the change. There is some opposition due to cost. Commissioner Ferrington noted that the 350 feet for notice did not include all residents within the townhouse community. She asked if the plan would have to be reviewed by the Planning Commission again, if, as plans are finalized, other changes are made, even though they are recreational. Ms. Nordine explained that the amendment is to change this area from an active recreational area to a passive one. A significant change would require further review by the Planning Commission.

Commissioner Thompson noted that some of the residents' comments state that the tennis courts were not often used because they are not well maintained.

Commissioner McCool asked if the proposed storage shed would be screened to the rear. Ms. Nordine answered, no.

Chair Solomonson asked how close the shed would be to the road, as it is 10 feet in height and without screening.

City Attorney Filla stated that he has reviewed the Affidavit of Publication, which indicates that the Public Hearing is in order.

Chair Solomonson declared the public hearing to be open.

Ms. Lindsey Garfield, Chair of Committee for the Design, and Ms. Jean Andahl, Vice President of Heather Ridge Court Townhouse Association were present for questions.

Commissioner Thompson asked the process of notifying all residents in the Association. Ms. Garfield added that the plan was presented and approved at the last Association meeting. All homeowners are informed. Ms. Andahl explained that flyers were put on doors of those notified. Nothing can be done until after the 2013 meeting. A plan was necessary to move through the City process.

Commissioner McCool asked how the proposed shed would be used and about possible landscaping. Ms. Andahl stated that it would relieve storage congestion in existing garages and provide space for gas grills which are planned to be purchased. It would be used to provide electricity to the recreational area. The shed would be locked and used on request. Its appearance would be architecturally compatible with the townhouses with the same siding and shingles. If necessary, it would be custom made. There is a large spruce on the north side of the shed. There would be landscaping added around it. If neighbors do not want the shed placed at the proposed location, there will be no shed. This means that there would be no place to store gas grills and the Association would not buy them.

Commissioner Ferrington asked the process for finalizing this plan with homeowners. Ms. Garfield explained that once approved by the Planning Commission and City Council, the Association would have to vote at the annual meeting in May 2013. A two-thirds majority would approve the plan and funding. Once the Association votes, any changes would mean another vote. Bids will be obtained prior to the annual meeting in order to present a cost analysis.

Commissioner Proud asked how undesirable behavior would be addressed. Ms. Andahl stated that restrictions requested by homeowners would be put in place. Ms. Garfield added that rules and regulations would be posted. The Association is not a policing body. The Board will police the area, but if there is a problem, the Ramsey County Sheriff would be called. Commissioner Proud questioned whether Ramsey County would have jurisdiction over private rules established by the Association. Ms. Andahl and Ms. Garfield plan to meet with the Sheriff's Department regarding enforcement.

Chair Solomonson asked the reason for a fence around the gazebos when they will be placed within the fenced tennis court area. Ms. Garfield explained that the existing fence is a sport court fence. The fence is for security. If the fence remains, and grass is used instead of a patio, there is added cost for maintenance and entry to the area. If the tennis courts were being used at

the same time as the patio, a fence would prevent interference from tennis balls. Ms. Andahl asked if a pickle ball court can be put in without review by the Planning Commission. Chair Solomonson stated that it is just a matter of restriping and not an issue. Ms. Ann Dorth, 5601 Donegal Drive, stated that she supports the changes but is concerned about how much is being put in a small space. Two gazebos are too many. A picnic shelter or arbor would be less clutter.

MOTION: by Commissioner Schumer, seconded by Commissioner Ferrington to close the public hearing.

VOTE: Ayes - 6 Nays – 0

Commissioner Ferrington stated that she supports the plan, as it addresses needs in the association.

Commissioner McCool stated that he does not support a storage shed in this area. The outlot is supposed to be a community area for recreation, although he sympathizes with the need for storage. If the shed would be completely screened and tucked away, he could support it. There seems to be potential incompatibility with the number of activities planned. However, he is in favor of repurposing the area.

Commissioner Thompson stated that she is reluctant to change the use from active recreation to passive. It would be easy to repurpose the existing area to pickle ball without an amendment. There are 123 families who have not responded. Input is needed from everyone to move forward.

Chair Solomonson stated that he agrees with the concept for hybrid design that converts part of this area to passive recreation. The design will be worked out with the townhouse association. He also has concerns about the shed being close to the road and the design of the gazebos. Commissioner Schumer expressed support. He would like to not see a fence around the gazebos, but that will be decided by the Association.

MOTION: by Commissioner Schumer, seconded by Commissioner Ferrington to approve the requests submitted by the Heather Ridge Townhouse Association for the proposed redevelopment of the west tennis court at 5656 Donegal Circle and recommend the City Council approve the development stage of the PUD. Said approval is subject to the following:

1. The property shall be developed in accordance with the plans submitted as part of this application. Revisions to the submitted plans may be permitted to respond to comments received from the City. Said revisions shall be submitted as part of the Final Stage PUD application.
2. The applicant shall obtain a building permit for the construction of the gazebos and storage shed. Structures shall comply with the Building Code.

This approval is based on the following findings of fact:

1. The proposal supports the policies in the City's Comprehensive Plan relating to land use, housing and economic development.
2. The proposed passive recreation space will not adversely impact the land use of the surrounding property.
3. The proposal supports the changing needs of the Heather Ridge community.

Discussion:

Commissioner McCool stated that he cannot support the plan as presented because of the shed's location with no screening. He offered an amendment to the end of the first sentence of condition No. 1 to state, "except the storage shed shall be removed." Commissioner Proud seconded the amendment for purposes of discussion.

Commissioner Proud spoke against the amendment because he believes a design can be developed that would incorporate a shed that is landscaped and placed in a better location. He suggested changing Condition No. 1 to state, "...similar to the plan submitted with this application."

City Attorney Filla suggested language that would stipulate not to exceed two tennis courts and that the shed be further off the property line.

Commissioner McCool withdrew his first amendment and Commissioner Proud withdrew his second.

MOTION FOR AMENDMENT: by Commissioner McCool, seconded by Commissioner Proud to revise the first and second sentences of Condition No. 1 to read as follows: "The property shall be developed in accordance with the concept contemplated as part of this application." and "Revisions to the submitted plans shall be permitted to respond to comments received from the City."

VOTE ON THE AMENDMENT: Ayes - 6 Ayes - 0

VOTE ON MOTION AS AMENDED: Ayes - 6 Ayes - 0

VARIANCE

FILE NO.: 2462-12-25
APPLICANT: ALAN D. GASCHOTT
LOCATION: 565 TOMLYN AVENUE

Presentation by City Planner Kathleen Nordine

This application is for a variance to reduce the minimum 30-foot structure front setback required from the street right-of-way to 24 feet in order to add a front porch addition. The property is located on the corner of Chandler and Tomlyn. The property is zoned R1, Detached Residential. The proposed project is a covered front porch along the main portion of the house that would be 31.7 feet long and 6 feet wide. The front door may be relocated as part of this project.

The applicant states that a porch will create an inviting entryway with seating, shelter and shade. The location of the home was at a setback of 30 feet from the south lot line, the plat boundary, in anticipation that an extension of Tomlyn Avenue would be dedicated with a future plat (Willow Pond Second Addition).

Staff finds that the proposal is consistent the City encouraging property owners to reinvest in their property. Although a 5-foot by 7-foot landing would be allowed without a variance, its size is restrictive. Since the entry door is expected to be moved, a landing would not be centered. The appearance would be awkward. The proposal is reasonable and will improve the livability and appearance of the home. There is practical difficulty and unique circumstances with the platting of this property, the orientation of the home and the 60-foot right-of-way width of Tomlyn Avenue, which was constructed after the house with a larger right-of-way width. Staff does not believe there would be any adverse impact to the neighborhood.

Property owners within 350 feet were notified of the proposal. One comment in support was received. Staff is recommending approval.

Chair Solomonson asked if the porch could become a four-season room. Ms. Nordine noted that the conditions of approval do not allow the porch to be enclosed which includes not allowing screens.

Mr. Alan Gaschott, Applicant, stated that it has not been finally determined that the doorway will be relocated.

Chair Solomonson asked the height of the porch and whether the sidewalk would be eliminated. **Mr. Gaschott** stated that there will be two steps up to the porch. At this time there are no plans to eliminate the sidewalk, but in the future landscaping in front of the porch is planned.

MOTION: by Commissioner Schumer, seconded by Commissioner Proud to adopt Resolution 12-93 approving the requested variance submitted by Alan Gaschott, 565 Tomlyn Avenue, to reduce the required 30-foot structure setback from a front property line to 24' for a front porch addition. Said approval is subject to the following:

1. The project must be completed in accordance with the plans submitted as part of the Variance application.
2. The covered porch shall not exceed one-story in height and shall not be enclosed.
3. This approval will expire after one year if a building permit has not been issued and construction commenced.
4. This approval is subject to a 5-day appeal period.

This approval is based on the following findings of fact:

1. The proposed improvement is consistent with the policies of the Comprehensive Plan, including the Land Use and Housing Chapters.
2. *Reasonable Manner.* *The property owner proposes to use the property in a reasonable manner not permitted by the Shoreview Development Regulations.* The applicant is proposing to use the property in a reasonable manner since it will improve the livability of the permitted single-family residential use. The proposed covered porch will enhance the appearance of the home by providing a visual relief to the south building wall, provide shelter and a seating area. The proposal represents a reasonable use of the property.
3. *Unique Circumstances.* *The plight of the property owner is due to circumstances unique to the property not created by the property owner.* Unique circumstances relate to the platting of this property, the placement/orientation of the home on the property and the platted width of Tomlyn Avenue. The property was platted prior to the dedication of Tomlyn Avenue along the south boundary. Since Tomlyn Avenue was not dedicated at the time the house was constructed, the house could have been setback closer to the southern lot line.

Tomlyn Avenue does have a right-of-way width of 60 feet, which is greater than the 50-foot width currently required for local streets. This larger right-of-way results in a larger boulevard width and with the addition, the home will be setback 38' from the street curb. At this distance, the addition will not impose on the public realm.

4. *Character of Neighborhood.* *The variance, if granted, will not alter the essential character of the neighborhood.* The variance will not alter the essential character of the neighborhood. The visual impacts are reduced by the overall design of the porch (1-story, open, width). Also, the house is located on a corner and not situated in the middle of a block which should lessen the visual impact of the setback encroachment on neighboring properties.

VOTE: Ayes - 6 Nays - 0

VARIANCE/RESIDENTIAL DESIGN REVIEW

FILE NO.: **2463-12-26**
APPLICANT: **HAMLIN & RUTH HAGANDER**
LOCATION: **3194 WEST OWASSO BLVD.**

Presentation by Senior Planner Rob Warwick

This application is to demolish the existing home and detached garage, including the driveway, in order to build a new home. The property is a substandard riparian lot on the west shore of Lake Owasso. Variances requested would 1) reduce the structure setback from the Ordinary High Water Mark (OHW) from 163 feet to 95 feet measured to the patio; and 2) increase the structure setback from West Owasso Boulevard from 114 feet to 177.2 feet.

The property has an area of 27,661 square feet and a lot width of 75 feet. The property slopes steeply (approximately 50 feet) from the street to the shoreline. It is zoned R1, Detached Residential in the Shoreland Overlay District. A municipal sanitary sewer line is located between the existing house and lakeshore. A sanitary sewer lift station is at the southeast corner of the property near the shoreline.

The new home of 2,400 square feet is designed as a multi-generational house for the applicants and their parents. It will be a two-story home with a 3-car attached garage. A new driveway will be put in along the north side lot line. The lower level will be a walk-out on the lake side. The significant amount of grading that will be required will be addressed with the building permit.

The proposed project complies with residential design standards except from the setback variances requested. The applicant states that locating the proposed house further south creates practical difficulty. The proposed location is similar to homes along the lake. The selected building site also uses the level topography of the property and increases the setback from the street. The proposed site would allow for a driveway with a gentle slope. In the past, there has been difficulty for emergency vehicle access in the winter due to the steepness of the existing driveway.

Staff finds that practical difficulty is present. Using the level topography for the building site will help to minimize disturbance on this site. Shoreland mitigation is required. The applicants have identified three practices: 1) architectural mass; 2) reduction of impervious surface by 9%; and 3) the use of rain gardens.

Property owners within 150 feet were notified of the proposal. One comment was received expressing concern about the proposed height, which has been reduced to comply with City requirements. Staff is recommending approval with the conditions listed in the staff report.

Commissioner Ferrington asked if the proposed new home would encroach closer to the lake. Mr. Warwick explained that the house will not, but a patio is proposed that would be closer to the lake than the existing house. Commissioner Ferrington expressed concern for the adjacent house to the south with the amount of grading and fill that will be used. She asked how that house will be protected. Mr. Warwick stated that along the south lot line there is an asphalt gutter that helps control runoff. There is a drainage problem in that there is a substantial amount of water that flows from the north across the property. There are well defined proposed swales for final site drainage. There must be a temporary drainage plan during construction and a final plan when the project is complete. The three proposed rain gardens will help redirect and manage storm water.

Commissioner Ferrington asked the level of the subject property after the fill is brought in and how it will impact the small home to the south. Mr. Warwick explained that the amount of fill drops off toward the south, although there will be a limited grade change. The City Engineer has noted that the drainage plan must show that runoff flow to the south is controlled.

Chair Solomonson asked how height is measured. Mr. Warwick stated that on substandard riparian lots it is measured from the lowest elevation to the highest peak of the house.

Commissioner Ferrington asked how the height of the house will be reduced to come into compliance. Mr. Jonathan Gustal, Applicant, stated that it will be a combination of lowering the roof line and using I-beams between floors.

Mr. Josh Clendenen, and **Mr. Todd Heinz**, Summit Design Build, project designers, introduced themselves. **Mr. Clendenen** explained that there is little grade change proposed on the south property line. Some of the runoff from the proposed driveway will be directed north. The rain gardens can be arranged to have rock swales, so that spillover occurs within the property itself.

Commissioner Proud asked if the slope of the driveway will be toward the north to use the rain garden for runoff. **Mr. Clendenen** stated that the driveway will be surfaced with a swale in it to split runoff north and south.

Mr. Heinz noted that the second house to the south is not a permanent residence. The primary home is closer to the street. The design will mitigate the amount of water flowing south with the rain gardens.

Commissioner Proud asked if the plan will include a hydro-geological analysis. Mr. Clendenen stated that volume capacity of the rain gardens can be provided if requested.

Commissioner McCool encouraged the applicant to increase the depth of the rain garden to increase capacity for draining runoff.

Commissioner Ferrington asked if the soil is amenable to a working rain garden. **Mr. Clendenen** stated that soil borings have not been done but agreed that there is a mix of soils. If a rain garden cannot be sustained, other man-made measures will have to be taken.

Commissioner Proud stated that he would support the proposal. However, because of the challenges of the site topography, he believes the design plan warrants a review by a professional engineer with a specialty in hydrology.

Commissioner Ferrington suggested a stronger statement regarding storm water management within the motion for approval.

MOTION: by Commissioner Schumer, seconded by Commissioner Thompson to adopt Resolution 12-94 approving variance requests submitted by Jonathan Gusdahl and Sonja Hagander, on behalf of Hamlin and Ruth Hagander, to construct a new two-story residence at 3194 West Owasso Boulevard. The variances approved are: 1) To reduce the calculated minimum 163.2-foot structure setback from the Ordinary High Water (OHW) of Lake Owasso to 95.6 feet, and 2) to increase the calculated maximum 134.5-foot structure setback from the front property line to 177.2 feet. These approvals are subject to the following conditions:

1. The project must be completed in accordance with the plans submitted as part of the Residential Design Review application. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. This approval will expire after one year if a building permit has not been issued and work has not begun on the project.
3. Impervious surface coverage shall not exceed 30% of the total lot area as a result of this project. Foundation area shall not exceed 18%.
4. Four landmark trees will be removed as a result of the development, and eight replacement trees are required. A cash surety to guarantee the replacement trees shall be submitted prior to issuance of a building permit.
5. A tree protection plan shall be submitted prior to issuance of a demolition permit. The approved plan shall be implemented prior to the commencement of work on the property and maintained during the period of construction. The protection plan shall include wood chips and protective fencing at the drip line of the retained trees.
6. A final site grading, stormwater management, and erosion control plan shall be submitted prior to the issuance of a building permit for the project. This plan shall include a phased, or sequenced, erosion control and stormwater management plan that details the methods that will be used during the phases of the project, and is subject to the approval of the City Engineer.
7. A Mitigation Affidavit shall be executed prior to the issuance of a building permit for the new residence.
8. A building permit must be obtained before any construction activity begins.
9. This approval is subject to a 5-day appeal period.

This approval is based on the following findings:

1. The proposed improvement is consistent with the policies of the Comprehensive Plan, including the Land Use and Housing Chapters.
2. **Reasonable Manner.** The proposal is consistent with the City's housing policies regarding housing, neighborhood reinvestment, and life-cycle housing. The proposed location of the home is reasonable as it is aligned with the majority of homes along this portion of the lake, is placed in the same area of as the existing home, utilizing the level portion of the lot.
3. **Unique Circumstances.** Unique circumstances present include the topography of the lot and location of the adjoining homes. The property contains steep slopes which impact the potential location for a home. The proposed location of the home is on that part of the

lot which is the least amount of grade change. The location of the house to the south, close to the street, affects the permitted setbacks for this lot. When the permitted setback range is applied, the buildable area encompasses steep slopes causing difficulties for the home construction

4. **Character of Neighborhood.** The proposed setback meets the spirit and intent of the ordinance and will not alter the character of the neighborhood, since other nearby dwellings on lakeshore are at similar setbacks from Lake Owasso.

Discussion:

Commissioner Proud stated that he does not believe added conditions are needed and that condition No. 6 covers the issue adequately.

VOTE: Ayes - 6 Nays - 0

SITE & BUILDING PLAN REVIEW

File No: **2466-12-29**
Applicant: **Tom Houck**
Location: **4610 North Milton Street**

Presentation by City Planner Kathleen

This application is for a 952 square foot addition on the east side of the existing building for production space for the applicant's business, Houck Transit Advertising. The property consists of 23,572 square feet. The existing building is 4,000 square feet. Parking is shared with the property to north at 4620 Milton Street. A temporary storage shelter was approved in 1978. There was no deadline for removal, and it remains to this day. The proposed addition would be built over existing impervious surface. It would be one story with a flat roof. Currently, the lot coverage is at 75% and may be increased to 80%, if Best Management Practices are used. This project would increase impervious surface to 71%.

The property is located in the Comprehensive Plan Policy Development Area No. 6, Town Center and Targeted Redevelopment Area No. 1. The property is zoned Industrial. Adjacent properties to the north, south and west are also zoned Industrial. Property to the east is zoned R1, Detached Residential, which is the Shoreview Maintenance Center. The land use designation for that site is Institutional.

The Town Center designates this area to transition to mixed land uses consisting of residential, civic and commercial. The Comprehensive Plan recognizes existing land uses will continue and provides for allowing additions and improvements to those properties as long as the land use remains the same. The required building setback from the rear property line is 20 feet and 5 feet from the side property line. The proposal complies with the minimum required setbacks. The shared parking lot has 22 stalls; 6 are required for the applicant. Staff is recommending a condition that the stalls be striped.

Notices were sent to property owners within 350 feet. No comments were received. Staff finds that continued Industrial use for this property is consistent with the City's Comprehensive Plan policies. The proposal complies with City development standards. Therefore, staff is recommending the application be forwarded to the City Council with a recommendation for approval with the conditions listed in the staff report.

Chair Solomonson asked if the temporary trailer on the property would be moved for the addition to be built. Ms. Nordine stated that it would be retained but moved to a different location on the site. Commissioner Ferrington noted that the Rice Creek Watershed District (RCWD) letter speaks to a decrease in impervious surface. Ms. Nordine explained that there will be an increase. RCWD did not have a copy of the survey when the letter was drafted. Staff stated there is no date requiring removal of the temporary structure which is used for storage. Since that it was constructed, the property has changed ownership. Commissioner Proud suggested that the temporary building be brought into compliance with the City's Development Standards.

Mr. Tom Houck, 915 Oakridge Avenue, Applicant, stated that the temporary structure sits half on his property and half on St. Paul Metal to the south. He and the owner of St. Paul Metal share the storage space and get along well with both companies using it. It is similar to a pole barn, a separate structure with shared common walls. It has been on the property since before the owner of St. Paul Metal.

Commissioner McCool asked if, rather than moving the trailer, a permanent structure would be added. He would like to see the trailer removed. Mr. Houck stated that he would not be able to meet the setback requirements if storage space were added to the proposed addition. Commissioner McCool encouraged the applicant to remove the trailer and look at other storage options.

MOTION: by Commissioner Proud, seconded by Commissioner Schumer to recommend the City Council approve the Site and Building Permit Review application submitted by Tom Houck for a building addition at 4610 N. Milton Street, subject to the following conditions:

1. The site shall be developed in accordance with the plans submitted. Minor modifications may be made to the plans, subject to approval by the City Planner. Significant changes to the plans require review and approval through the Site and Building Plan review process.
2. Approval of the final grading, drainage, utility, and erosion control plans by the Public Works Director.
3. The parking lot shall be striped to identify parking spaces on the property. Said parking spaces and aisle width shall comply with Section 206.020, Parking, of the Development Code.
4. Lighting on site shall comply with Section 204.030, Glare, of the Development Code. Details of the proposed light fixtures shall be submitted to the staff prior to the issuance of a building permit. .

5. The applicant shall enter into a Site Development Agreement prior to the issuance of any building permits for this project.
6. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

This approval is based on the following findings of fact:

1. The proposed land use and building addition is consistent with the City's Comprehensive Plan policy regarding improvements to existing buildings in the Shoreview Town Center area.
2. The building addition complies with the development standards for the I, Industrial Zoning District.
3. The use is in harmony with the general purposes and intent of the Development Code and Comprehensive Plan.

Discussion:

Commissioner McCool requested the applicant see what could be done to get rid of the trailer and bring the property into compliance.

VOTE: **Ayes - 6** **Nays - 0**

SITE AND BUILDING PLAN REVIEW

FILE NO.: 2464-12-27
APPLICANT: BEUTOW 2 ARCHITECTS/LAKE JOHANNA FIRE DEPT.
LOCATION: 3615 VICTORIA STREET (FIRE STATION NO. 4)

Presentation by City Planner Kathleen Nordine

This application is for a building addition of one story of 725 square feet to the south side of Fire Station No. 4 to provide sleeping quarters and bath facilities for on-shift firefighters. The exterior will match the existing building. The property is adjacent to Island Lake Park and near the Shoreview Business Park across Victoria Street. The standards of the Business Park District were used to evaluate this request.

The Fire Department is planning to staff two fire stations 24 hours a day by 2014, which results in the need to provide sleeping quarters at this station. Four sleeping rooms are planned with bath facility. The existing men's locker room will be remodeled with a new bath. The existing building setback is 45 feet at the closest point. The proposed setback for the addition is 60 feet. Staff finds the proposed setback reasonable based on the location of the existing building, park use and the vegetative buffer that is present.

The number of parking stalls after the addition is complete will be 21, which is a reduction of 4 stalls. The Fire Chief has indicated that 21 stalls will meet the station's needs. No permit is required from the Rice Creek Watershed District, but there must be compliance with District

rules. Runoff from the roof will be directed west to a landscaped rock bed. Impervious surface coverage will remain 68%.

Property owners within 350 feet were notified of the proposal. Ramsey County Parks submitted a statement indicating no concerns. Staff is recommending approval with the conditions listed in the staff report. The addition is needed to implement Department needs and improve the response times.

Mr. Tim Boehlke, Fire Chief, introduced Mod Fethers, Project Architect, and stated they would answer any questions.

Chair Solomonson asked if four sleeping rooms is adequate into the future. Fire Chief Boehlke responded that there are four fire stations. A needs study has been done and space was identified at Fire Station No. 3 for future expansion. However, at this time no additional expansion needs are anticipated.

MOTION: by Commissioner Schumer, seconded by Commissioner McCool to recommend the City Council approve the Site and Building Permit Review application submitted by Buetow 2 Architects on behalf of Lake Johanna Fire Department for a building addition at Station #4, 3615 N. Victoria Street, subject to the following conditions:

1. The site shall be developed in accordance with the plans submitted. Minor modifications may be made to the plans, subject to approval by the City Planner. Significant changes to the plans require review and approval through the Site and Building Plan review process.
2. Approval of the final drainage, utility, and erosion control plans by the Public Works Director prior to the issuance of a building permit.
3. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

This approval is based on the following findings of fact:

1. The proposed land use is consistent with the designated Institutional land use in the Comprehensive Plan.
2. The building addition and use of the property by the Fire Department will not impede or otherwise conflict with the planned land use of the surrounding property.
3. The building addition will enable the Fire Department to implement their new duty crew service model and improve response times and public safety.

VOTE: **Ayes - 6** **Nays - 0**

MISCELLANEOUS

City Council Assignments

Chair Solomonson and Commissioner Proud will respectively attend the November 5th and November 19th City Council meetings.

Commissioners Ferrington and McCool will respectively attend the December 3rd and December 17th City Council meetings.

Planning Commission Workshop

There will be a workshop meeting on December 18, 2012, prior to the Planning Commission meeting.

Commissioner Proud suggested that a future workshop agenda item be consideration of a higher standard for surface water management.

Community for the Ages - Ecumen, October 25, 2012

On Thursday, October 25, 2012, Community for the Ages will present a workshop by Ecumen on the changing demographics of Shoreview and how to address changing needs.

ADJOURNMENT

MOTION: by Commissioner Schumer, seconded by Commissioner Thompson to adjourn the regular Planning Commission Meeting of October 23, 2012, at 9:36 p.m.

VOTE: **Ayes - 6** **Nays - 0**